

**CITY OF MILPITAS  
455 E. CALAVERAS BOULEVARD  
MILPITAS, CA 95035**

**ENTERTAINMENT EVENT PERMIT**  
(Per Chapter 5, Title III, Milpitas Municipal Code)

1. Applicant, all sponsors and promoters of the event and all proprietary owners, partners and officers and directors of Applicant and said sponsors and promoters:

Name: \_\_\_\_\_

Company/Organization \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

*(Use separate sheet for additional sponsors)*

2. Proposed event location in Milpitas: \_\_\_\_\_

3. All owners of real property where event is proposed to be held:

Name

Address

City/State/Zip Code


*(Use separate sheet for additional names)*

4. Days, dates, times of event: \_\_\_\_\_


5. Nature and type of event performances: \_\_\_\_\_

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6. Intended Performers:

Name/Group

Nature of Participation


*(Use separate sheet for additional names)*

***SUBMIT COMPLETED FORM TO CITY CLERK***

7. Estimated Number: Spectators: \_\_\_\_\_  
Participants: \_\_\_\_\_  
Workers: \_\_\_\_\_  
Attendance Each Day: \_\_\_\_\_  
Media: \_\_\_\_\_
8. Method for determining number in actual attendance and basis for estimate: \_\_\_\_\_  
\_\_\_\_\_
9. Proposed facilities for furnishing drinking water (justify adequacy): \_\_\_\_\_  
\_\_\_\_\_
10. Proposed sanitary facilities (justify adequacy): \_\_\_\_\_  
\_\_\_\_\_
11. Description of real property where event will occur (justify adequacy): \_\_\_\_\_  
\_\_\_\_\_
12. Description of parking facilities, including compliance with ADA, parking attendants at entrances, exits and within area (justify adequacy): \_\_\_\_\_  
\_\_\_\_\_
13. Description of interior access ways (attach map or diagram and justify adequacy): \_\_\_\_\_  
\_\_\_\_\_
14. Description of composition and construction of structure, seating arrangements and supports (justify adequacy): \_\_\_\_\_  
\_\_\_\_\_
15. Description of availability and location of ambulances, fire, police and other emergency vehicles: \_\_\_\_\_  
\_\_\_\_\_
16. Description of interior private police or security protection proposed (justify adequacy): \_\_\_\_\_  
\_\_\_\_\_

17. Description of provision for fire safety (justify adequacy): \_\_\_\_\_  
\_\_\_\_\_
18. Location, nature and type of medical and first aid facilities (justify adequacy): \_\_\_\_\_  
\_\_\_\_\_
19. Description of proposed electrical wiring, lighting and location of all light standards and electrical switches: \_\_\_\_\_  
\_\_\_\_\_
20. Description of manner of acquiring, handling, preparing and disposing of food, drink, confectionery and condiment and all substance and ingredients used in their preparation: \_\_\_\_\_  
\_\_\_\_\_
21. Description of manner of cleanup of the premises during and after the conclusion of the entertainment event and for the removal of garbage, refuse and waste: \_\_\_\_\_  
\_\_\_\_\_
22. Any additional helpful information useful to process your permit: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I declare under penalty of perjury that the above statements and any accompanying statements and documents have been examined by me and are true and correct. I have read Chapter 5, Title III of the Milpitas Municipal Code and agree to comply with the provisions of said Chapter 5, Title III, the permit, the conditions thereof and the laws of the City and State.

Executed at Milpitas, California, on \_\_\_\_\_, 20\_\_\_\_.  
(Date)

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Received By: \_\_\_\_\_

Date: \_\_\_\_\_

**Permit Approved By City Council:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Permit Denied:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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**For Office Use Only**

<u>APPROVED</u>	<u>DEPARTMENT</u>	<u>BY (Name &amp; Phone Ext.)</u>	<u>DATE</u>
_____	<u>Building</u>	_____	_____
_____	<u>City Manager</u>	_____	_____
_____	<u>Engineering</u>	_____	_____
_____	<u>Finance</u>	_____	_____
_____	<u>Fire Marshal</u>	_____	_____
_____	<u>Planning</u>	_____	_____
_____	<u>Police</u>	_____	_____

If not approved by any department, explain why not, and what conditions applicant could change to receive department approval for the event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

cc:      City Council

**The following must be submitted at time of application for Entertainment Event Permit:**

- A. A Filing fee of \$100.00 (not subject to refund upon withdrawal or denial); only \$15.00 for church or non-profit application.
- B. Proof of ownership of real property.
- C. Written consent of all owners of real property to the proposed entertainment event.
- D. Written consent of Applicant and all property owners that appropriate law enforcement agencies and City officials may enter upon the premises at any time after the permit is issued and until 5 days after the entertainment event ends for the purpose of making inspection and taking action as is permitted or required by law.
- E. Agreements or statements from specific doctors, first aid attendants and ambulances assuring availability at the appropriate time and place of the entertainment event.
- F. Agreements or statements from specific private patrol services assuring their availability at the appropriate time and place of the entertainment event to provide outside patrol services.
- G. Payment in an amount to be determined by the City Manager to cover the expense of outside police service provided by the City or an agreement to provide private security as shall be required or determined by the Chief of Police and to cover the expense to provide services of a Fire Marshal provided by the City.
- H. A public liability and property damage insurance policy issued by an insurance company authorized to do business in California, naming the City of Milpitas, its officers, agents and employees as co-insured in the amount of \$1,000,000 for each injury or death or for any occurrence and in the amount of \$250,000 for damage to property. Said policy shall be in the form acceptable to City Attorney and shall provide, by its terms that it is primary insurance and shall not be subject to cancellation or reduction in coverage without 10 days notice to City and shall not preclude City, its officers, agents and employees from recovery thereunder.
- I. The consent of a natural person residing in the County of Santa Clara who is, by virtue of the Application, designated as agent for the service of process for the Applicant, promoter or sponsor and the owners of the real property involved. Said consent shall contain both residence and business addresses.
- J. Permittee agrees to indemnify the City of Milpitas, its officers, agents and employees, defend them with Counsel acceptable to the City, and hold them harmless from and against all loss, damage, expense and liability (including, but not limited to, costs of investigation and attorney and court costs) resulting from injury to or death of any person and loss of or damage to property or claims of such injury, death, loss or damage and arising out of or connected with the use for which this permit is granted. In addition, permittee waives all claims or causes of action against the City of Milpitas, its officers, agents or employees for damage to or loss of property of any kind or for injury to persons occurring in connection with the use for which this permit is granted arising from any cause other than the negligence or willful misconduct of the City of Milpitas, its officers, agents or employees and to which permittee or its officers, agents and employees in no way contributed either actively or passively causing such damage loss or injury.